

**Applicants for grant assistance must provide responses to the categorical evaluation criteria AND the Administrative Priorities in their grant proposals. Both sets of evaluation criteria and the Historic Preservation Fund (HPF) grant program guidelines are being provided for public review and comment. Please provide any comments to the DHPA Grants Staff by Thursday, April 21, 2011. All public comments received will be presented at the meeting of the State Historic Preservation Review Board on April 27, 2011.**

**All public comments must be received in writing. Send comments by fax to 317-232-0693, by e-mail to [skennedy@dnr.IN.gov](mailto:skennedy@dnr.IN.gov), or by mail to DHPA Grants Staff, 402 W. Washington St., Room W274, Indianapolis, IN 46204.**

## **FY2012 ACQUISITION AND DEVELOPMENT PRIORITIES**

(Proposed changes are indicated in **bold type** or ~~strikethrough~~)

Instructions: Provide complete but concise answers for each of the priority statements below. Please be as specific as possible in your answers, and explain exactly how the proposed project will meet the priority issues. Most projects will adequately address one or more priorities, while only partially addressing others, and will be scored accordingly. No project will address every priority statement. When a proposed project does not address a specific priority, mark "NA" as the response.

### **PRIORITY LEVELS FOR DEVELOPMENT PROJECTS AND WORK ITEMS:**

#### **High Priority Work Items / Projects:**

- ❖ Stabilization of an endangered National Register-listed property
- ❖ Preservation of an endangered National Register-listed property
- ❖ Rehabilitation of an endangered National Register-listed property
- ❖ Restoration of an endangered National Register-listed property

#### **Middle Priority Work Items / Projects:**

- ❖ Preservation of a non-endangered National Register-listed property
- ❖ Rehabilitation of a non-endangered National Register-listed property
- ❖ Restoration of a non-endangered National Register-listed property
- ❖ Utilities upgrades and energy conservation measures for a National Register-listed property
- ❖ Preservation or restoration of interior features of high cultural or artistic value at a National Register-listed property

#### **Low Priority Work Items / Projects:**

- ❖ Acquisition of a National Register-listed property
- ❖ General interior rehabilitation of a National Register-listed property
- ❖ Other non-urgent rehabilitation activities at a National Register-listed property
- ❖ Undertakings for improvement of functionality and life-safety at a National Register-listed property

#### **Ineligible/Unallowable Work Items / Projects:**

- ❖ New construction
- ❖ Landscaping (other than grading necessary to correct drainage problems)
- ❖ Directional and/or interpretive signage
- ❖ Museum exhibits
- ❖ Any priority work items **or projects** at a property that is NOT National Register-listed
- ❖ **Any proposed project where the current OR future phases of rehabilitation activities indicate alterations of the interior and/or exterior that would be incompatible with the Secretary of the Interior's Standards for Rehabilitation (see Appendix B).**

Max.  
Score:

Priority will be given to:

- 20 pts 1. Projects and activities that meet the criteria for “Priority Levels for Development Projects and Work Items” (see below). *Note: projects consisting entirely of “High Priority” work items will receive a maximum of 20 points; projects consisting entirely of “Middle Priority” work items will receive a maximum of 12 points; projects consisting entirely of “Low Priority” work items will receive a maximum of 6 points. Projects consisting of a mix of High, Middle, and/or Low Priority work items will receive a maximum of 14 points.*
- 20 pts 2. Projects that will assist properties that are vacant, partially vacant, and/or severely threatened. *State whether the property is vacant or partially vacant, give a percentage of occupancy, and ~~spell out~~ list which areas are occupied and unoccupied. Describe in detail the current building (or feature) conditions and how the building (or feature) is threatened.*
- 20 pts 3. Projects that will assist local community revitalization efforts and/or heritage corridor or heritage tourism development. *Describe how this project will stimulate other local revitalization projects, expand local heritage tourism opportunities, or otherwise improve the preservation and revitalization activities of the area in which the building is located. Explain how this project fits into any pre-existing community revitalization, heritage corridor development, or heritage tourism plans and/or will help achieve previously established long-range preservation and revitalization goals for the community. Please submit relevant documentation, such as excerpts of any such plans or planning documents that explicitly mention, identify, or describe the property as a local heritage resource.*
- 16 pts 4. Projects that are feasible in technological and practical terms, meet the applicable “Secretary of the Interior’s Standards for the Treatment of Historic Properties,” and have adequate planning documents already in place. *Due to the ~~relatively~~ short timeframe of the HPF grant cycle, priority consideration will be given to those projects that are “shovel ready” and have appropriate planning documents already prepared by the applicant and submitted with this proposal.*
- *Describe the **proposed** work to be done and explain how it conforms to the “Secretary of the Interior’s Standards.”*
  - *Also, describe any **existing** planning documents **for the proposed work** ~~completed to date~~, such as feasibility studies, schematic design drawings, or architectural construction plans and specifications, and submit these documents with the grant proposal.*
- Maximum points will be awarded ONLY to those projects that have sufficient planning documents in place to begin the project AND submit them for review with the grant proposal. Progressively reduced points will be awarded to: projects that have appropriate schematic plans in place AND submit them with the grant proposal, projects that do not require plans, projects that ~~claim to have~~ refer to some planning documents but do not submit them with the grant proposal, and projects that have no planning documents in place at all.*
- 12 pts 5. Projects whose budgets include only construction work, and do not include ANY costs for the preparation of plans and specifications, the acquisition of a property, or grant administration ~~costs~~. *Describe the work to be done and state what percentage of the project budget will go toward actual construction work, the preparation of plans and specifications, property acquisition, and/or local grant administration. Maximum points will be awarded to projects that are entirely devoted to construction work, and that have appropriate plans and specifications already in place. Reduced points will be awarded to projects that include ANY costs for architectural or engineering design fees, property acquisition, and/or grant administration in the grant project budget.*
- 12 pts 6. Projects that will assist minority- or disadvantaged-related resources. *Describe how the ~~resource~~ property to be assisted with grant funds (not the applicant organization) specifically relates,*

*either historically or currently, to groups considered to be disadvantaged or minorities in terms of ethnic background, language, culture, religion, socio-economic conditions, or gender.*

- 12 pts. 7. Properties that have received less than \$50,000 total grant assistance from any DHPA-sponsored or DHPA-administered funding program within the last five annual grant cycles (consider only funding awards made in ~~2006-2010~~ **2007-2011**). *List the grant cycle(s) in which funding was received and specify the dollar amount for each year and a total for the last five years. In addition to funding for preservation/rehabilitation work, this includes non-construction grant funding such as that awarded for the preparation of feasibility studies or plans and specifications and conducting archaeological investigations on the property. Properties that have received total grant funding of \$50,000 or more in the last five years will not score any points; properties that have received grant funding totaling less than \$50,000 in the last five years will score ~~fewer than 12 points~~ **up to 10 points on a proportional basis**; properties that have not received any grant assistance in the last five years will score 12 points.*
- 10 pts 8. Projects that will involve the rehabilitation or restoration of endangered historic resource types and resources with profound reuse challenges, including but not limited to: former jails, hospitals or county welfare institutions, schools, Carnegie libraries, bridges, industrial buildings, rural resources, historic designed landscapes, Underground Railroad-related resources, historic theaters and opera houses, fraternal lodge buildings, former religious structures, etc. (Note that HPF grant funds CANNOT be used for the rehabilitation of properties currently used for religious purposes or currently owned by religious organizations, **per the Assistant Attorney General's October 31, 1995 Memorandum Opinion for the Department of the Interior on the Constitutionality of Awarding Historic Preservation Grants to Religious Properties.**) *Describe the resource and the factors that make it qualify as an example of an endangered resource type; thoroughly explain any particular reuse challenges.*
- 8 pts 9. Projects that will provide workers with training or experience in an historic trade, skill, or craft that often is needed in preservation projects but is less commonly available today, **and/or may otherwise be presented as a public demonstration project.** *Describe the trade, skill, or craft that will be included as a part of the project, and give a detailed explanation of how any training components will be implemented. Also explain how a qualified tradesperson will be identified and retained to supervise the activity.* Examples of historic trades, skills, and crafts include but are not limited to: the installation of slate **or wood** roofing, ~~and~~ copper flashing and guttering, repair and replication of decorative plaster, repair and replication of decorative woodwork, advanced preservation technology **including historically appropriate energy conservation, etc.**
- 6 pts 10. Projects that will assist properties that have been designated as National Historic Landmarks, or are listed in the National Register of Historic Places due to national significance. *State whether or not the property is a National Historic Landmark (NHL) and describe its architectural and historical significance. Note that listing in the National Register is a requirement for HPF funding, but very few properties are designated as NHLs or listed because of national significance. Check the National Register nomination to verify the **level of** significance of the ~~proposed~~ property.*
- 0 pts 11. Please submit any long-range schematic planning documents that have been prepared for future phases of rehabilitation.
- *If funding is awarded and invested in the subject property, both grant-assisted activities and future rehabilitation efforts within the covenant period must meet the Secretary of the Interior's Standards for Rehabilitation under the terms of a federally required protective covenant that must be placed on the property. Grant awards of \$25,000 or less require a covenant to be in-force for a period of five (5) years; grant awards of \$25,001 to \$50,000 require a covenant to be in-force for a period of ten (10) years.*
  - *Although this criterion does not offer additional points, submission of planning documents provides the DHPA with the opportunity to review planned rehabilitation activities to determine compatibility or potential conflict with the applicable Secretary of the Interior's*

*Standards. In cases of potential conflict, the DHPA will attempt to resolve any such issues prior to considering a funding offer and the execution of a protective covenant.*

- *If the subject property has no long-range planning documents in place, or an end use and future phases of rehabilitation have not been identified, please indicate that this is the case.*
- *If the subject property is already occupied and the current use of the building is not expected to change in the near future, please indicate that this is the case.*
- *Please note: ALL applicants must sign and submit the Covenant Acknowledgment Form as part of this grant proposal. (\*Since this is a new requirement, the Covenant Acknowledgment Form is provided as a courtesy at the end of the Draft A&D Priorities\*)*

-----

136 Points Possible

## COVENANT ACKNOWLEDGEMENT FORM (This is a new form.)

**This form must be signed and submitted with any Historic Preservation Fund Acquisition and Development grant application.** No grant award can be made without submittal of this signed form. If the applicant and/or property owner has any questions or concerns, please contact the DHPA grant staff.

The covenant language is provided in Appendix E.

The terms under which all Acquisition and Development grants are made requires the State to hold a protective covenant on any property purchased or rehabilitated using federal money, as a means of protecting the public's interest in that property. These covenants require the grant recipient/property owner to maintain their property so as to preserve the historical and architectural integrity of the features, materials, appearance, workmanship, and environment that made the property eligible for listing in the National Register of Historic Places, and to prevent inappropriate, incompatible, and/or irreversible changes to the property in the future.

- Properties receiving \$2,000 to \$25,000 must have a covenant in place for a period of five (5) years;
- Properties receiving \$25,001 to \$50,000 must have a covenant in place for a period of ten (10) years.

**Release of HPF Funds:** The covenant must be legally recorded with the title to the property before any grant funds can be released by the DHPA.

**Prior Approval Under the Covenant:** Throughout the duration of the covenant (either 5 or 10 years), the grant recipient/building owner must request written approval from the DHPA before beginning any work on the property (interior and exterior), other than general day-to-day maintenance. DHPA approval will be given only if the proposed work meets the Secretary of the Interior's Standards for Rehabilitation (see Appendix B).

**Annual Questionnaire:** The grant recipient must respond to an annual questionnaire about the condition of the property and any planned rehabilitation activities.

**Site Inspections:** In addition to monitoring by annual questionnaire, DHPA staff will also conduct periodic, unannounced site inspections to monitor compliance with the covenant.

Violations of the covenant that cannot be adequately resolved by the DHPA will be submitted to the Indiana Attorney General's Office for prosecution.

By signing this form, the applicant and/or property owner hereby acknowledges having read and understood this form and the covenant language and the implications thereof; agrees to the execution of a protective covenant on the subject property in the event grant funds are invested; and agrees to abide by the requirements of the covenant for the respective five (5) or ten (10) year duration.

---

Printed Name of Applicant Organization

---

Printed Name of Property Owner (if different than applicant)

---

Signature of Property Owner

---

Date (*month, day, year*)